



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 1
1 CONGRESS STREET, SUITE 1100
BOSTON, MASSACHUSETTS 02114-2023

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

**URGENT LEGAL MATTER
REQUIRES PROMPT RESPONSE**

July 3, 2008

David Lewis, President
Polar Industries, Inc.
32 Grammar Avenue
Prospect, CT 06712

Re: Clean Air Act Reporting Requirement, Docket No. AAA-08-0033

Dear Mr. Lewis:

The United States Environmental Protection Agency ("EPA") is evaluating whether Polar Industries, Inc. in Prospect, Connecticut ("Polar") is in compliance with the Clean Air Act (the "Act") and state and federal regulations promulgated under the Act. The regulations include the federally enforceable sections of the Connecticut State Implementation Plan regulations at Section 22a-174-3a of the Regulations of Connecticut State Agencies.

Section 114(a)(1) of the Act, 42 U.S.C. Section 7414(a)(1), gives EPA the authority to require a facility to submit such information as EPA may reasonably require to determine the facility's compliance with the Act. Therefore, within 45 days of the date Polar receives this reporting requirement, Polar is required to provide all of the information outlined below for both the Grammar Avenue facility and the New Haven Road facility in Prospect, Connecticut unless otherwise specified. Provide a separate numbered response to each numbered paragraph or subparagraph below and be sure to distinguish between the Grammar Avenue facility and the New Haven Road facility.

1. Provide the following information about Polar:

- a. Describe the ownership and business structure;
- b. Indicate the date and state of incorporation;
- c. List any partners or corporate officers;
- d. List any parent and subsidiary corporations;
- e. Provide the number of employees at each facility; and
- f. Provide the net worth of the company (if not available, provide gross annual receipts since 2003).

- g. Provide the date when Polar began operating at Grammar Avenue.
 - h. Provide the date when Polar began operating at New Haven Road.
2. Provide copies of all records Polar used to track the monthly volatile organic compound (VOC) emissions at each facility between January 1, 2003, and December 31, 2007. The records should include the total amount of raw materials that contain VOCs including expanding agents, adhesives, inks, and fuels used at the facility. Specifically:
- a. For all expanded polystyrene (EPS) products provide copies of:
 - i. All logs or receipts of shipments of EPS;
 - ii. The "Certificate of Analysis" for each received lot of EPS (note: if the Certificate of Analysis does not contain VOC content, provide the EPS bead manufacturer's specification of VOC content);
 - iii. Records of the amount of EPS used each month;
 - iv. Records of the amount of finished EPS products produced each month;
 - v. Records used to calculate the amount of VOCs that remain in the finished EPS products when leaving the facility; and
 - vi. A calculation of monthly VOC emissions from EPS activities (explain any assumptions).
 - b. For all inks provide copies of:
 - i. All logs or receipts of shipments of inks;
 - ii. The Material Safety Data Sheet (MSDS) for each ink received (note: if the MSDS does not contain VOC content, provide the ink manufacturer's specification of VOC content of the ink); and
 - iii. Records of the amount of inks used each month; and
 - iv. A calculation of monthly VOC emissions from inks (explain any assumptions).
 - c. For all adhesives provide copies of:
 - i. All logs or receipts of shipments of adhesives;
 - ii. The Material Safety Data Sheet (MSDS) for each adhesive received (note: if the MSDS does not contain VOC content of the adhesive, provide the adhesive manufacturer's specification of VOC content); and
 - iii. Records of the amount of adhesives used each month;
 - iv. A calculation of monthly VOC emissions from adhesives (explain any assumptions).
 - d. For all fuels provide copies of:
 - i. All logs or receipts of shipments of fuel;
 - ii. The Material Safety Data Sheet (MSDS) for each fuel received (note: if the MSDS does not contain VOC content of the fuel, provide the fuel distributor's specification of VOC content); and
 - iii. Records of the amount of fuels used each month;

- iv. A calculation of monthly VOC emissions from fuels (explain any assumptions).
3. Provide copies of the calculations and the reports that Polar used to fill out the Connecticut Department of Environmental Protection's "Annual Emissions Summary" for 1990 through 2007.
4. For each year from 2003 through 2007, estimate how much of its own scrap expanded polystyrene Polar reused in its products. Also, estimate how much scrap expanded polystyrene Polar received from other sources. Include copies of the information used to make this estimate.
5. For each year from 2003 through 2007, estimate the average length of time in days that expanded polystyrene products were stored on-site. Include copies of the information used to make this estimate.
6. Provide the following information (and corresponding documentation) about the polystyrene expanders that Polar currently uses:
 - a. The date each expander was purchased;
 - b. The date each expander was installed;
 - c. The date each expander began operating;
 - d. The name of the manufacturer, model number, size, production rate, and any other operational specifications.
7. Provide the following information (and corresponding documentation) about each polystyrene molding machines that Polar currently uses:
 - a. The date each molding machine was purchased;
 - b. The date each molding machine was installed;
 - c. The date each molding machine began operating; and
 - d. The name of the manufacturer, model number, size, production rate, and any other operational specifications.
8. Provide the following information (and corresponding documentation) about each laminating machine that Polar currently uses:
 - a. The date each laminating machine was purchased;
 - b. The date each laminating machine was installed;
 - c. The date each laminating machine began operating; and
 - d. The name of the manufacturer, model number, size, production rate, and any other operational specifications.
9. Polar operates boilers for process heat and building heat. Provide the following information (and corresponding documentation) about the boilers:
 - a. The type of fuel burned in each boiler (note: if fuel oil is burned, also include documentation from the fuel distributor regarding the sulfur content);
 - b. The date each boiler was purchased;
 - c. The date each boiler installation was completed;

- d. The date each boiler began operating;
 - e. The name of the manufacturer, model number, size, production rate, and any other operational specifications; and
 - f. Explain how each boiler is being used (for example, indicate if the boiler is used to heat the facility or to produce process steam.
10. Provide a list of all other process equipment (e.g. expanders, pre-puff aging bags, molding machines) and process support equipment (e.g. boilers, compressors) valued above \$10,000 that Polar purchased since January 1985. Also, for each piece of equipment, provide the following information (and corresponding documentation):
- a. The purpose/role of the equipment;
 - b. The date the equipment was purchased;
 - c. The date the equipment installation was completed;
 - d. The date the equipment began operating; and
 - e. The name of the manufacturer, model number, size, maximum production rate, and any other operational specifications.
11. Provide copies of all correspondence Polar (or any of its predecessors) has had with state and federal environmental agencies regarding emissions of air pollution, including copies of:
- a. All permits issued;
 - b. All permit applications; and
 - c. Any requests for permit modifications.

Be aware that if Polar does not provide the requested information, EPA may order Polar to comply and may assess monetary penalties under Section 113 of the Act, 42 U.S.C. Section 7413. Federal law also establishes criminal penalties for providing false information to EPA. This reporting requirement is not subject to Office of Management and Budget review under the Paperwork Reduction Act.

Polar may, if desired, assert a business confidentiality claim covering part or all of the information requested, in the manner described by 40 CFR § 2.203(b). Note that certain categories of information are not properly the subject of such a claim. If no such claim accompanies the information when it is received by EPA, the information may be made available to the public by EPA without further notice to Polar. Please be aware that the State of Connecticut may have different rules and regulations governing the protection of confidential business information.

You are required to submit the above-required information to:

Susan Studlien, Director
Office of Environmental Stewardship (Mail Code SAA)
U.S. Environmental Protection Agency, Region I
One Congress Street, Suite 1100
Boston, Massachusetts 02114-2023
Attn: Steven J. Calder, Air Technical Unit

If you have any questions regarding this reporting requirement, please contact Steven Calder, Environmental Engineer at (617) 918-1744 or have your attorney call Thomas Olivier, Senior Enforcement Counsel at (617) 918-1737.

Sincerely,

A handwritten signature in black ink that reads "Susan Studlien". The script is cursive and fluid.

Susan Studlien, Director
Office of Environmental Stewardship

cc: Robert Girard, CT DEP
Paul Greenhalgh, Polar